

CENTRAL INTELLIGENCE AGENCY  
WASHINGTON 25, D. C.

*Not sent  
Rewritten  
by A & M*

MEMORANDUM TO: Executive Secretary  
Board on Geographic Names  
Department of the Interior

SUBJECT: CIA Requirements for Official Standard Names and Name  
Research during fiscal year 1950.

1. The tentative requirements of the CIA for official standard names and name research during fiscal year 1950 are set forth below in answer to your request of 10 May 1948.

2. The CIA has responsibility for the coordination and issuance of a large number of comprehensive reports on foreign areas. The scheduled work load for the preparation of such reports will be extremely heavy for some time to come. The CIA must assume responsibility for seeing that all place names used in the texts, on the maps, and in the gazetteers to accompany the reports are acceptable in terms of policies laid down by the Board on Geographic Names.

3. The CIA will therefore request that the Board, through its staff, conduct necessary place name research and prepare extensive lists, approving them as official standard names. It will also request the Board to edit the place names for textual portions of the reports. It is estimated that during fiscal year 1950 the Board will be asked to prepare lists of place names and undertake necessary place name editing for approximately 20 to 25 reports, each covering at least a single foreign state.

4. It is further estimated that the Board will be asked to conduct for the CIA during fiscal year 1950 other foreign place name research and special listings of official standard names for a variety of purposes. On the basis of present costs for place name research, it is believed that the additional work mentioned in this paragraph would require between [REDACTED] during fiscal year 1950.

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THEODORE RABBITT  
Assistant Director  
Reports and Estimates